

KENNY GUINN  
Governor

STATE OF NEVADA

DON HENDERSON  
Director



## DEPARTMENT OF AGRICULTURE

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350 Capitol Hill Avenue  
Reno, Nevada 89502-2923  
Telephone (775) 688-1182 Fax (775) 688-1178

**Winnemucca Office**  
1200 E. Winnemucca Blvd.  
Winnemucca, NV 89445-2999  
(775) 623-6  
Fax (775) 625-1200

**Sparks Office:**  
2150 Frazer Avenue  
Sparks, NV 89431-5566  
(775) 688-1166  
Fax (775) 688-2533

**Elko Office**  
1351 Elm Street  
Elko, Nevada 89801-3364  
(775) 738-8076  
Fax (775) 738-263

Enclosed is an application for a producer certificate. Return the completed application and the required \$50.00 fee to the address shown at the bottom of the application. Once your application is processed an inspector will visit your farm to verify the information you provided on the application. **Crops not in the ground at the time of the inspection will not be listed on the certificate. Plan ahead and send in your application at a time when most of the crops you want to certify are planted.** Your certificate will be issued after the inspection has occurred. If you grow additional crops and want them listed on the certificate you will need to submit an application to amend your certificate.

For some crops, it is not necessary to list every species of plant. For example, if you grow cut flowers, you do not have to list every species. Simply enter "Cut Flowers". The same is true for herbs – "Herbs, various" will do. Vegetables should be listed by kind (for example: summer squash, winter squash, sweet corn, broom corn, pickling cucumber, slicing cucumber) but is not necessary to list the particular variety (such as "Ronde de Nice Zucchini" or "Waltham Butternut Squash"). Perennial crops such as fruit trees and vine crops must be listed by variety ("Braeburn" or "Golden Delicious" apples for example)

Attach a map to locate your farm from the nearest town, intersection, highway, county road or state route. Also include alternate phone or other contact numbers when applicable.

We will make every effort to process your certificate and get it back to you as quickly as possible. It takes at least ten working days to process the certificate, so please plan ahead.

As a reminder, the certificate can only be used to represent crops you have grown.

If you are considering selling eggs at farmers' markets in Washoe County please see the attached "Producer Certificates for Eggs Sold at Farmers' Markets in Washoe County".

Questions? Call (775) 688-1182 extension 243.

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## PRODUCER CERTIFICATES FOR EGGS SOLD AT FARMERS' MARKETS IN WASHOE COUNTY ONLY

Producers who want to list shell eggs (domesticated chickens only) on their producer's certificates must include with the application, and verify at the time of their initial inspection the following.

### On Farm:

1. The number and type of birds in flock
2. What birds will be fed, and how they will be housed.
3. When eggs will be collected and how the collection date (date, time, number of eggs collected each day) will be recorded.
4. How eggs are to be collected, cleaned, and stored.
5. Where eggs are to be stored, and at what temperature, and how the temperature will be maintained and monitored.
6. The procedures that will be used to candle and grade eggs. Producers must use generally accepted methods used for candling eggs (such as those available through various Cooperative Extension publications). Eggs must meet at a minimum the requirements for grade A, as outlined under NAC 583.141.

### Point of Sale:

1. How eggs will be sold (in cartons, flats, etc.) and a description of the containers or flats to be used.
2. How eggs will be labeled at the point of sale (a sample of the label must be submitted with the producer certification application)
3. How sales will be recorded.

### **The following requirements must be met:**

1. Eggs must be stored at 45 degrees F on-farm; the Washoe County Environmental Health Department requires a temperature at the shell of 40 degrees F *at the point of sale*.
2. Eggs must be candled and graded to meet the minimum quality for grade "A" under the grades and standards prescribed the state department of agriculture. (NAC 583.141).
3. Containers in which eggs are sold must be new containers, of if sold by the flat, plastic flats that can be cleaned and disinfected.
4. All containers, or placards if eggs are sold from a flat, must be labeled with the following information":
  - Grade and size (may be labeled "Assorted sizes" if sizes vary)
  - The statement, "Perishable, Keep Refrigerated" or "Keep Refrigerated"
  - Safe Food Handling Instructions
  - Code dated with a pack date and a freshness date, such as "Use by ..." or "Sell by ..."
  - Name, address and zip code of farm
5. Records must be maintained of the following:
  - Number and type of birds added to the flock
  - Number of birds culled; reason for cull
  - Illness reports
  - Egg collection: date, number of eggs collected, number of eggs sold, location of sales (i.e. "Sparks Farmer's Market").

# Nevada Department of Agriculture

## APPLICATION FOR NEVADA PRODUCER'S CERTIFICATE FOR 2006-2007

This application is to verify that the person / farm listed below is the actual producer of the products listed. A **\$50.00 fee** (cash, check or money order only) must be sent with this application to the Department office nearest you. Once the application and fee are received an inspector will arrange to visit your farm. Your producer certificate will be mailed to you, or can be picked up in person at the Department office. **Incomplete applications will not be processed and will be returned to sender for completion.**

This application is for a ☐ **New Certificate**

☐ **I want to add crops or land to a certificate I already have**

(If you are applying to add crops or land to an existing certificate, do not send fee. You will be charged only if an additional inspection is required)

1. Is farm certified organic? ☐ Yes

☐ No

If yes, you do not need to obtain this certificate. You must, however, post your organic certificate at the point of all sales.

2. Applicant Name: \_\_\_\_\_

3. Farm Name: \_\_\_\_\_

4. Applicant Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

5. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

6. Farm Address (if different from above): \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

7. The property on which the following products are produced is located in \_\_\_\_\_ County.

8. Anticipated date of first sale this year: \_\_\_\_\_

9. Will any crops listed below be stored off-farm? \_\_\_\_yes \_\_\_\_no. If yes, be prepared to show inspector storage area and stored crops.

**ATTACH A DETAILED MAP TO HELP LOCATE YOUR FARM FROM THE NEAREST TOWN.**

	Commodity/Variety	Amount/Acreage	Harvest Season	Est. production (gross weight)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
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21				
22				
23				
24				
25				

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Inspector Signature \_\_\_\_\_

Date \_\_\_\_\_

**RETURN APPLICATION AND \$50.00 FEE TO :**

**Nevada Department of Agriculture: 350 Capitol Hill Avenue Reno, NV 89502 (775) 688-1182**

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